

#### § 376.4

Director of Defense Research and Engineering, the Assistant Secretaries of Defense, the General Counsel of the Department of Defense, the Comptroller of the Department of Defense, the Assistants to the Secretary of Defense, and the OSD Directors or equivalents who report directly to the Secretary or Deputy Secretary of Defense.

#### § 376.4 Policy.

A DSA shall be established in accordance with this part when it is the most efficient and effective organizational alternative for accomplishing essential technical and/or analytical support functions for an OSD Principal Staff Assistant, and shall be organized and staffed in a manner that permits the effective accomplishment of assigned responsibilities with a minimum number of personnel. To provide a framework for implementing this policy, the Director of Administration and Management shall maintain:

- (a) A DoD-wide definition and criteria for DSAs.
- (b) An approved list of DSAs.
- (c) A procedure for establishing, disestablishing, and modifying the organization of a DSA(s).
- (d) A common method of accounting for DSA personnel, and for separately and visibly describing DSA support funding and costs within the DoD budget.

#### § 376.5 Responsibilities.

(a) The Director of Administration and Management, Office of the Secretary of Defense, shall:

(1) Be the DoD approval authority, with concurrence by the Assistant Secretary of Defense (Force Management and Personnel) (ASD(FM&P)) and the Comptroller of the Department of Defense (C, DoD), for requests from OSD Principal Staff Assistants to establish or disestablish a DSA(s), or to change the mission and functions of an existing DSA. Approval will be subject to funding and manpower availability, along with other relevant factors.

(2) Be the DoD approval authority for requests from an OSD Principal Staff Assistant to increase the overall funding level for DSA(s) under that official's sponsorship. Increases that would add to the overall funding level of the

#### 32 CFR Ch. I (7-1-99 Edition)

separate DSA budget line in the O&M Defense Agencies Appropriation are subject to fund availability, and shall be addressed through the normal budget process.

(3) Maintain, monitor, and revise, as necessary, the official list of DSAs in appendix A to this part.

(4) Conduct periodic reviews to evaluate the continuing requirement for existing DSAs, and to ensure that the DoD components are accounting for DSAs in accordance with this part.

(b) The Assistant Secretary of Defense (Force Management and Personnel) shall review DSA manpower authorizations and issue guidance to ensure compliance with manpower levels established by the Secretary of Defense or by law.

(c) The Comptroller of the Department of Defense shall:

(1) Establish a separate DSA budget activity in the O&M Defense Agencies Appropriation.

(2) Review DSA supporting resource data contained in requests from OSD Principal Staff Assistants to establish a DSA(s), and in subsequent DSA budget submissions.

(3) Ensure that all funds required to support a DSA are separately and visibly described and justified in the budget of the DoD Component designated to provide administrative support to that DSA.

(d) The OSD Principal Staff Assistants shall:

(1) Forward requests for establishing or disestablishing a DSA(s), or for modifying the organization of an existing DSA (if changes to currently approved manpower for funding levels are required), to the Director, Administration and Management (DA&M), OSD for approval. Recommendations for establishing a DSA shall include: Assignment of DSA responsibilities, functions, relationships, authorities; identification of funding support and other resources to be allocated; appropriate organizational, management, or efficiency justification for establishing the DSA outside the OSD organizational structure; and designation of the DoD Component that will provide manpower, operational funding, and other administrative support to the DSA.

(2) When approved, establish the DSA in accordance with this part, and ensure that the DSA is efficiently organized and staffed.

(3) Exercise authority, direction, and control over the DSA(s) assigned to their respective offices.

(4) Ensure appropriate internal management controls are established for DSAs assigned to their office, in accordance with DoD Directive 5010.38<sup>1</sup>.

(5) Ensure all personnel assigned to a DSA under their authority are accounted for as OSD Management Headquarters Support personnel, in accordance with DoD Directive 5100.73<sup>2</sup>.

(6) Be the approval authority for re-allocations between personnel and non-personnel funds within a single DSA under their authority, and for re-programming funds between DSAs under their authority, as long as the overall funding level for those DSAs is not exceeded and no other DoD re-programming restrictions are in effect. Requests for increases that would add to the overall funding level of the DSAs under their authority shall be referred to the DA&M, OSD for approval, consistent with paragraph (a)(2) of this section.

(7) As required, develop a memorandum of understanding (MOU) with the DoD Component designated to provide administrative support to a DSA(s) assigned to their office. MOUs shall comply with this part and, as a minimum, include supervisory, policy-making, and operating instructions, and establish required administrative controls.

(e) The Heads of the DoD Components designated to provide support to a DSA shall:

(1) Provide manpower and operational funding to the assigned DSA(s).

(2) Provide full administrative support to the assigned DSA(s) in accordance with this part and any implementing MOU that may be completed with the sponsoring OSD Principal Staff Assistant. In the case of the Defense Logistics Agency, administrative support to the assigned DSAs shall be provided on a reimbursable basis; the necessary additional funding to accommodate this requirement will be included in the appropriate DSA budget.

(3) Account for all personnel assigned to a DSA as OSD Management Headquarters Support personnel, maintain DSA manpower strength data by category of personnel (military and civilian), and report the data, under DoD Directive 5100.73, as a separate "OSD DSA" item in the Future Years Defense Program using Defense Planning and Programming Category program element code ending in "98."

(4) Submit a DoD Management Headquarters Exhibit (PB-22) and a Reconciliation of Increases and Decreases Exhibit (OP-5) which specifically identify the assigned DSA(s) to the C, DoD, in accordance with DoD 7110.1-M<sup>3</sup>.

(5) Ensure all DSA manpower requirements and budget documentation are appropriately coordinated with and approved by the sponsoring OSD Principal Staff Assistant, prior to submission to cognizant OSD officials.

(6) Ensure all funds required to support the DSA are separately and visibly described and justified in the Component budget.

#### APPENDIX A TO PART 376—LIST OF DEPARTMENT OF DEFENSE SUPPORT ACTIVITIES (DSAs)

DoD support activity	OSD sponsor (OSD principal staff assistant)	DoD component responsible for administrative support
1. Defense Technology Analysis Office .....	Director, Defense Research & Engineering (DDR&E).	Defense Logistics Agency (DLA).

<sup>1</sup> Copies may be obtained, at cost, from the National Technical Information Service, 5285 Port Royal Road, Springfield, VA 22161.

<sup>2</sup> See footnote 1 to § 367.5(d)(4).

<sup>3</sup> Copies may be obtained, by written requests, to the Office of the Assistant Secretary of Defense (Public Affairs), room 2C757, Pentagon, Washington, DC 20301.

DoD support activity	OSD sponsor (OSD principal staff assistant)	DoD component responsible for administrative support
2. Intelligence Program Support Group .....	Assistant Secretary of Defense (Command, Control, Communications & Intelligence).	Defense Intelligence Agency (DIA).
3. Defense Productivity Program Office .....	ASD (FM&P) .....	DLA.
4. Defense Manpower Data Center .....	ASD (FM&P) .....	DLA.
5. Defense Training & Performance Data Center .....	ASD(FM&P) .....	DLA.
6. DoD Civilian Personnel Systems Center .....	ASD(FM&P) .....	DLA.
7. Vulnerability & Analysis Branch, Military Studies & Analysis Division, Joint Data Systems Support Center, Defense Information Systems Agency (DISA).	Assistant Secretary of Defense (Program Analysis & Evaluation).	DISA.
8. Defense Installations Support Office .....	Assistant Secretary of Defense (Production & Logistics) (ASD(P&L)).	DLA.
9. Defense Analysis & Studies Office .....	ASD(P&L) .....	DLA.
10. Defense Environment Support Office .....	ASD(P&L) .....	DLA.
11. Management Support Center (Includes Administrative Support Office) ....	ASD(P&L) .....	DLA.
12. Defense Logistics Support Office .....	ASD(P&L) .....	DLA.
13. Defense Procurement Support Office .....	USD(A) .....	DLA.
14. Defense Production Resources Support Office .....	ASD(P&L) .....	DLA.
15. Defense Systems & Programs Office .....	ASD(P&L) .....	DLA.
16. Total Quality Management Support Office .....	Under Secretary of Defense (Acquisition).	DLA.

## PART 377—DEFENSE INVESTIGATIVE SERVICE (DIS)

### Sec.

- 377.1 Reissuance and purpose.
- 377.2 Applicability.
- 377.3 Organization and management.
- 377.4 Functions.
- 377.5 Responsibilities.
- 377.6 Relationships.

### APPENDIX A TO PART 377—DELEGATIONS OF AUTHORITY

AUTHORITY: 10 U.S.C. chapter 4.

SOURCE: 52 FR 41993, Nov. 2, 1987, unless otherwise noted. Redesignated at 58 FR 39360, July 22, 1993.

#### § 377.1 Reissuance and purpose.

This part revises 32 CFR part 377 and, pursuant to the authority vested in the Secretary of Defense under title 10, U.S. Code assigns direction, authority, and control over the Defense Investigative Service (DIS) to the Deputy Under Secretary of Defense for Policy (DUSD(P)), and prescribes the organization and management, functions, responsibilities, relationships, and authorities described in the following.

#### § 377.2 Applicability.

This part applies to the Office of the Secretary of Defense, the Military Departments, the Organization of the

Joint Chiefs of Staff, the Unified and Specified Commands, and the Defense Agencies (hereafter referred to collectively as “DoD Components”).

#### § 377.3 Organization and management.

(a) The DIS is a separate agency of the Department of Defense under the direction, authority, and control of the DUSD(P).

(b) The DIS shall consist of a Director, appointed by the Secretary of Defense, a management headquarters; a Defense Industrial Security Clearance Office (DISCO); a Personnel Investigations Center (PIC); a Defense Security Institute; and such subordinate units and field activities as are established by the Director, DIS, or as assigned to the DIS by the Secretary of Defense. Subordinate units and field activities may be located overseas in support of the industrial security mission.

(c) The DIS shall be authorized such personnel, facilities, funds, and other administrative support as the Secretary of Defense deems necessary.

(d) Military personnel may be assigned to the DIS from the Military Departments in accordance with approved authorizations and established procedures for assignment to joint duty.